



**MS Coast Model Railroad Museum
504 Pass Road, Gulfport, MS 39507**

Visiting School and Community Organizations

Welcome! The MS Coast Model Railroad Museum (MCMRM) is delighted to have your school or community group visit our facility. The Museum hours are 12pm to 5pm Tuesday thru Saturday, tours outside of this time frame must be coordinated and approved by MCMRM. We are located at 504 Pass Road in Gulfport, MS. Please fill out this form completely. A member from MCMRM will follow up with you to discuss whether the date and times are available. **Guided tours are available upon request. Four weeks are required to schedule a guided tour. Our museum is 100% free admission to the public, however we are powered by donations. Our recommended donation for field trips is \$2.00 per person; without your contribution, we would not be able to keep our doors open.**

SCHOOL / ORGANIZATION VISIT REGISTRATION FORM

School or Group Name: _____
Contact Name: _____
Email: _____
Phone Number: _____
Requested Date of Visit and Time you plan on arriving: _____
Age of Children: (if no children, type N/A) _____
Number of Children: _____
Number of Adults: _____
Would you like a Train Safety Presentation by Operation Lifesaver Inc.: Y____ N____
Would you like a Guided Tour: Y____ N____
If yes, what would you like the tour to emphasize?

**Museum Group Tour Regulations
Please Read**

- Adult Supervisors are held responsible for their groups and are expected to maintain discipline.
- Any damages that are caused by School Group or Organization is fully responsible and is expected to cover the costs of that item.
- School Groups must provide one Adult Chaperone for every five preschool aged children; and one for every ten elementary and secondary aged students.
- Good Museum Etiquette is Appreciated at all times which includes: Using in-door Voices, Remaining with your group, respecting other Museum Guests and Using a walking pace while on the tour.
- **Yelling and Running is Unacceptable.**
- Students are NOT to cross exhibit barriers, fences, nor touch operating model railroads, UNLESS Posted Otherwise.
- School groups are not permitted in the Museum Gift Shop, unless accompanied by Adult Supervision with a 5:1 Child/Adult Ratio.

I have read and understand the above Museum Tour Regulations. I accept responsibility for conducting my group in accordance with museum policy.

Thanks for your interest in the MS Coast Model Railroad Museum! We look forward to having your School Group / Community Organization!